

CRIGGLESTONE PARISH COUNCIL

Minutes of the meeting held on Tuesday 5th July at 6pm in The Village Institute, High Street, Crigglestone WF4 3EB

Present: Cllrs, P Daniels (Chair), P Crompton, J Craven, G Maconachie, C Platten, A Roe, M Oxspring, Cynthia Binns, Paul Denton.

Attendees: Sarah Knowles-Clerk to the Council

Members of the public: District Cllrs Cynthia Binns, Ian Sanders, Samantha Harvey,

61. To receive apologies and accept reasons for absence

Andrew Wilby – unavoidable work commitments

Resolved: That the apologies for absence are approved

62. To receive any declarations of interest from Members

(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Crigglestone Parish Council Code of Conduct for Members and by the Localism Act 2011).

Cllrs Craven, Binns and Oxspring as members of the Hall Green Comm Association

63. To consider requests received by the Clerk for dispensations under Section 33 of the Localism Act 2011.

None received

64. To receive such items that the Chairman may wish to lay before the Council

The chairman will be unavailable between 19th - 29th August 2022

65. To approve as an accurate record the minutes of the council meeting held on 7th June 2022

Resolved: Approved as an accurate record and duly signed by the Chair

66. To receive Clerks report for information only

Cllr Vacancy. Resolved: Council agreed not to fill the vacancy at this moment in time, but to leave it until the Parish/Town Council elections in May 2023.

67. Financial Matters:

1. To receive and approve bank and account reconciliation/statement, for period 1 April 2022 – 30th June 2022. Cllrs Oxspring and Craven had identified a discrepancy. Clerk requested to investigate and re-circulate the documents once correct.

2. To approve: a) payment of accounts schedule & staff August salaries b) Clerks expenses

Resolved: Approved

3. To receive and consider permission request letter and Grant Aid application from Batman and Grovelling

The Clerk informed the meeting that the applicant had withdrawn his application due to reasons beyond his control. However he still requested permission to site the 2 bat/owl boxes he currently had at his disposal, in Betty Eastwood Park. **Resolved:** That permission is granted for the 2 boxes currently available.

The Clerk highlighted that the Grant Aid Policy was slightly misleading and explained why. **Resolved:** That at section 3.1 it should read...Applications will NOT be considered from: 1. Individuals, for the benefit of themselves. Individuals can apply, but council must be satisfied that there is a direct benefit to the area or part of the area, or to some or all of the inhabitants.

- 68. To consider procurement of a notebook/tablet for each Cllr and their costings in order to facilitate easier access to council documents/planning applications/consultations and so forth, whilst also addressing the council's carbon footprint.**
 The Clerk had requested guidance from the council's IT provider (Pro Logic) for a device that will offer everything required to access documents/read emails/join remote meetings etc. Details of the suggestion and a link to the product had been circulated prior to the meeting.
 Discussions took place which reiterated that many other parish councils/organisations offer their employees/volunteers the tools for the role they undertake for the benefit of the role, and as Parish and Town Cllrs are not paid, then this would be gratefully accepted. It would ensure that home and volunteer commitments and online information are kept separate. The IT devices would belong to the Parish Council and would need to be handed in at such time as the councillor leaves the organisation.
Resolved: 1) That the make and model and cost per Asus Notebook of £335 + vat which includes set up for each unit is approved. 2) Avast Cloud Care anti-Virus 90p per month per device is approved.
- 69. Clerks delegated authority transactions in consultation with Chair and Vice chair**
 Additional £900 Heras security fencing for VI roof replacement works in August.
Resolved: Approved
- 70. To receive updates from and submit issues to the Ward District Councillors regarding matters in our Parish**
 Dist. Cllr. Ian Sanders spoke of his time spent with the recent by-election, attending Pennine Camphill Summer Fayre, attending the More Money In Your Pocket event recently held at the Village Institute where approximately 10 people attended. Food banks might be a better location to engage with people.
 Dist. Cllr. Sam Harvey spoke of her involvement in the by-election leaflet distribution. Her questioning the leader of WMDC regarding the Bus strike which was thankfully called off and how the situation is going to be dealt with going forward, as it is the residents that do not drive that are the most hit. Plans for development of Heath Common need to be kept an eye on.
 Labour councillors did not celebrate the election of the new member of parliament which is concerning. Pig farm Hollingthorpe Lane and the smell is disturbing for some residents but not others, but flies are becoming a problem. She is to meet again with the Denby Dale Road East resident to see if a zebra or pelican crossing as a temporary measure can be considered.
 The Parish Council were asked if they would consider a joint effort with WMDC in cutting the hedgerows and verges of the parish. It was agreed that more specific details will be sent to the clerk for councils' consideration. PCSO Liam Adams left Rural area force sadly, at the end of June, he will be missed.
 Dist. Cllr. Cynthia Binns is to meet with leaseholder of the WDH land at bottom of Beech View to get the community garden up and running as soon as possible, once WDH permission is granted. She has been helping a distraught resident who is going through a challenging time trying to get her family member into a local care home.
 Further to the request at a previous council meeting the district Cllrs were asked which date they could attend a Planning and Public Rights of Way Committee meeting. **Agreed: Tuesday 19th July 10am at the Village Institute.**
- 71. Correspondence - to consider the following newly received and decide action where necessary (emailed prior)**
1. NALC Annual Conference remotely or in person 7th November 2022 London (see Clerks report)
 2. Pre-Main Modifications Changes to Green Belt Settlement Infill Boundaries consultation **Resolved: To be dealt with at upcoming Planning committee meeting**
 3. Thank you card from Cllr P Crompton **NOTED**
 4. Wakefield Council's Hate crime team to find centres that wish to become a hate crime reporting centre. **NOTED**
 5. YLCA - White Rose Bulletin 17th June **NOTED**
 6. Official Yorkshire Day Civic Celebration Invitation from Keighley Town Council **NOTED**
 7. YLCA WEBSITE – Councillors log-in updated **NOTED**

8. YLCA Webinar Training Programme August and September 2022 **NOTED**
9. YLCA - White Rose Weekly Bulletin - 10 June 2022 **NOTED**
10. The Big Conversation Newsletter June 2022 **NOTED**
11. YLCA Civility and Respect training various dates between July – December 2022 **NOTED**
12. Congratulatory email from Weds Yoga who are delighted with the revamp of the VI. **NOTED**
13. Contact via website re mobility access difficulties at Haveroid Lane. **Clerk has already responded NOTED**

72. Village Institute Charity Committee (VICC) matters

1. To receive update from committee
Next meeting 22 July 6.30pm. Roofing works commence 27th July user groups notified. Discussions over the pink external wall were had, committee to discuss further at their meeting.

73. Planning & Rights of Way Committee (PROW)

1. Next meeting arranged for 19th July 10am

74. Planning Applications for consideration

1. **22/01328/TPO** 2m canopy reduction of Oak tree. 26 Sandpiper Drive, Crigglestone,
 2. **22/01160/FUL** 56 Hollingthorpe Road, Hall Green, WF4 3NW, Flat-roof, rear extension with orangery style skylight and replacement of bifold doors. Addition of white render to some walls
 3. **22/01232/FUL** 23 Willow Garth, Durkar, WF4 3BX, Single storey extension to rear,
 4. **22/01292/FUL** 8 Fox Lane, Durkar, WF4 3AY, Single storey extension to side and rear
 5. **19/02697/S7301** 648 Barnsley Road, Newmillerdam, WF2 6QQ, Variation of condition 2 (approved plans) and the removal of condition 10 (formation of layby) pursuant to approved application 19/02697/FUL dated 21.07.2021 (which granted planning permission for change of use from office (Use Class E(g)(i)) to Restaurant,
 6. **22/01195/FUL** 33 Almshouse Lane, Newmillerdam, WF2 7ST, Single storey rear extension
 7. **22/01261/CPL**, 153 Painthorpe Lane, Crigglestone, WF4 3HF, Loft conversion including two roof lights to the front and a dormer to the rear.
 8. **22/01269/FUL**, Harratts Honda, Peel Avenue, Durkar, WF2 7UA, Demolition of existing dry valet building. Erection of replacement dry valet, and new "smart repair" buildings.
 9. **22/01315/FUL**, 53 Almshouse Lane, Newmillerdam, WF2 7ST, Proposed Detached Garage
- Resolved: All noted**

75. Hall Green Community Centre matters

Free school holiday activities on Wednesdays and Thursdays each week in August for 5-11 yr. olds.

76. Hall Green Community Centre extension update

Building Regs submitted 14th April 2022 are still awaited. Meetings with adjacent business owner have resulted in most queries being sorted out now to everyone's satisfaction. Frustration continues with Virgin Media who in their wisdom recently installed an exchange box in the centre of the access path from Copeworth Drive to the new centre, which now has to be moved.

77. Parks & Open Spaces matters

1. Update from Parks and Open spaces committee for information only
Next meeting Tuesday 12th July. 17th July is FBEP Teddy Bears Picnic.
Cllr Oxspring had visited the site of the footpath dip (adjacent to the toiletries factory) and reported that it would benefit from a top dressing. **Resolved:** It was agreed to continue to monitor for the time being.

78. Police Safe Scheme -To receive Safe Scheme report and feedback from operations conducted.

There was no representative present from the Safe Scheme, PC Steven Firth had submitted his apologies. The report had been circulated prior to the meeting. The current priorities remain unchanged except for

the request for Patrols to the VI whilst building works are underway. Denby Dale Road continues to be a nuisance with loud boy racers.

79. Feedback from Working Party meetings

1. Christmas Lights – It was agreed that by the end of July if the preferred supplier still has not had his Christmas light bracket approved by WMDC then an alternative supplier would need to be sourced in good time. Clerk is in regular contact with the relevant department at WMDC. **NOTED**

80. To receive feedback from representatives of external committees or other meetings, and training sessions attended.

Cllr P Daniels – West Yorkshire Combine Authority (WYCA) Mayor Tracy Brabin in her wisdom has disbanded the local district meetings, now queries have to be directed through the district council. This was the only option the members of the public had to raise complaints and suggestions. **NOTED**

Cllr P Daniels - Better Bus campaign meeting 1st July 2022. Here it was raised about what the Mayor Tracy Brabin is not delivering, Thursday 9 am Radio Leeds there is a question-and-answer session. Town and Parish Councils can expect to receive a letter asking them to become involved in the consultation around the lack of conversation and notification in changes to the bus services. **NOTED**

81. To consider communication items:

1. Press reports –Input to next Parish Link magazine, FB & Website.
Village Institute refurbishment, ongoing representation to the bus companies, VI What's on guide.
Hall Green activities for school hols for our FB and website.

82. To receive notification of Clerks summer annual leave

August 29th – 11th Sept . Deputy Clerk has agreed to cover 5th September meeting . **NOTED**

83. To confirm date and time of next scheduled meeting of the Parish Council

(No meeting in August) Tuesday 5th September 2022 at 6.00pm in the Village Institute. **Approved**

84. IN PRIVATE- Public Bodies (Admission to Meeting Act 1960) that the press and the public be excluded from the remainder of the meeting on the grounds that the publicity would be prejudicial to the confidential nature of the business to be transacted.

1. Lyons Davidson solicitors – request for council's insurance details
The Clerk informed the meeting that she had complied with the request and read out the claim details. **NOTED.**

As there was no further business to be transacted the Chair thanked everyone for attending and closed the meeting at 19.47pm

Signed.....Date.....

Chair of Crigglestone Parish Council